



**Delaware Open Data Council  
Final Meeting Minutes  
01/14/2019**

**Dual Location:** DTI Conference Room D, 801 Silver Lake Blvd, Dover and  
Arts Conference Room, 4th Floor, Carvel Building, 820 N. French  
St., Wilmington, DE

**Council Members:**

Member Name	Present	Member Name	Present
Rhonda Lehman, DTI (Chairperson)	Y	George Sharpley, DOL	N
Dana Rohrbough, DOS/GIC (Co-Chairperson)	Y	Courtney Stewart, DOS	N
Kim Chandler, DSHS	N	Dean Stotler, OMB	Y
Philisa Weidlein-Crist, DOC	Y	Steve Yeatman, DSCYF	N
Karen Field Rogers, DOE	N	Bob Zimmerman, DNREC	Y
Gabriella Kejner, DHSS	Y	Karen Smith, DHR	N
Cynthia Karnai, DSHA	N	Stacey Hoffman, DDA	N
Todd Reavis, DOT	Y	Jessica Borcky, OGov	Y
Leslie Poland, DOF	Y	Chuck Longfellow, DOE	Y

**Public/Guests:**

Mike Mahaffie, DNREC  
Erin Wilson, DNREC  
Bliss Zaborsky, DTI

**Guests participating on the phone, but cannot participate in the meeting:**

Miriam Pomillio, OMB Office of State Planning  
Deb Sullivan, DTI

The meeting was called to order at 1:37pm. Technical issues at the second location prevented the meeting from starting on time.

**Welcome/Introductions**

Rhonda Lehman introduced two new Council members, Philisa Weidlin-Crist, DOC and Gabriella Kejner, DHSS. Rhonda then opened the floor to all Council Members and meeting attendees to introduce themselves.

**Review/Approve Meeting Minutes (Meeting on 11/15/2018)**

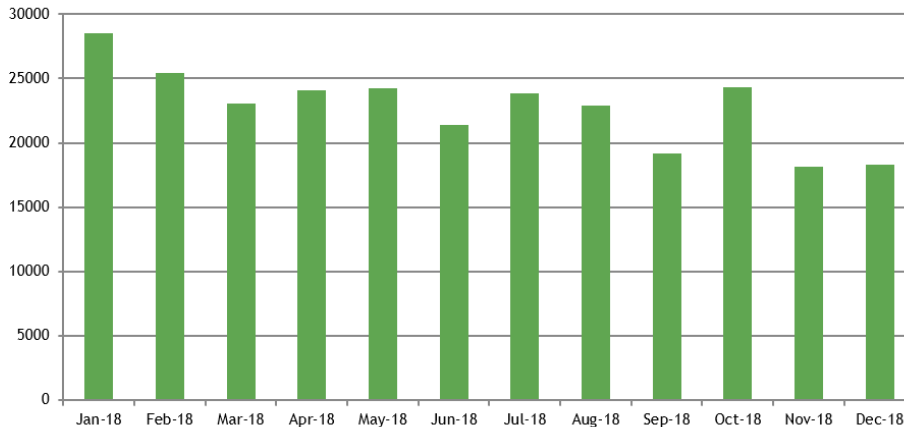
Dean Stotler made a motion to approve the minutes. Bob Zimmerman seconded the motion. The minutes were unanimously approved by the Council.

## Updates

- **Datasets Published/Underway**
  - There are now 56 datasets published in the portal. Two new datasets have been published since the last meeting, State of Delaware NIBRS Crime Report Totals by Jurisdiction and Greenhouse Gas Inventory (DNREC).
  - In Progress, eMarketplace Transactions (OMB)
    - Dean Stotler informed the Council that the dataset will be made available once OMB overcomes staffing challenges.
- **Current Portal Statistics**
  - The statistics for the Open Data Portal and Open Checkbook sites were reviewed with the Council. These statistics are since 11/15/2018.
  - Open Data Portal
    - There have been 37,873 page views.
    - The most popular datasets are:
      1. Delaware Business Licenses (12,012)
      2. Permitted Septic Systems (2,083)
      3. Well Permits (1,656)
      4. Delaware Historical Business Licenses (1,579)
      5. DART Bus Schedules (351)
      6. Medicaid Enrollment (291)
      7. Inmate Population (283)
      8. Aerial Waterfowl Survey (273)
    - Statistics show that nearly 17% of all views come from within the state network.

## Portal Statistics

Open Data Portal  
Total Page Views by Month



## Portal Statistics

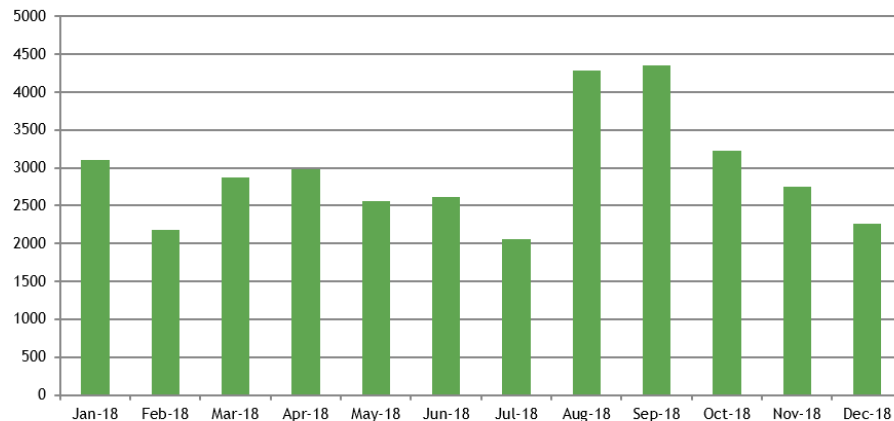
CY 2018 Domain access  
to the Open Data Portal  
(# of sessions)

	52,493 % of Total: 100.00% (52,493)
1. <a href="#">state of delaware</a>	8,706 (16.59%)
2. <a href="#">comcast cable communications llc</a>	7,627 (14.53%)
3. <a href="#">mci communications services inc. d/b/a verizon business</a>	4,983 (9.49%)
4. <a href="#">(not set)</a>	3,854 (7.34%)
5. <a href="#">comcast cable communications inc.</a>	1,205 (2.30%)
6. <a href="#">impact business technology</a>	1,042 (1.99%)
7. <a href="#">comcast ip services l.l.c.</a>	1,012 (1.93%)
8. <a href="#">time warner cable internet llc</a>	905 (1.72%)
9. <a href="#">university of delaware</a>	781 (1.49%)
10. <a href="#">mediacom communications corp</a>	667 (1.27%)

- Open Checkbook
  - Hits continue to drop off steadily since September 2018
  - 25% of hits come from inside of the state network

## Open Checkbook

Open Checkbook  
Total Page Views by Month



## Portal Statistics

CY 2018 Domain access  
to the Open Checkbook  
(# of sessions)

	7,624 % of Total: 100.00% (7,624)
1. <a href="#">state of delaware</a>	1,878 (24.63%)
2. <a href="#">mci communications services inc. d/b/a verizon business</a>	865 (11.35%)
3. <a href="#">(not set)</a>	863 (11.32%)
4. <a href="#">comcast cable communications llc</a>	824 (10.81%)
5. <a href="#">amazon technologies inc.</a>	493 (6.47%)
6. <a href="#">comcast cable communications inc.</a>	170 (2.23%)
7. <a href="#">comcast ip services l.l.c.</a>	169 (2.22%)
8. <a href="#">nbp</a>	167 (2.19%)
9. <a href="#">cellco partnership dba verizon wireless</a>	157 (2.06%)
10. <a href="#">time warner cable internet llc</a>	70 (0.92%)

### Dataset Suggestions

- In December 2018 we received two new dataset suggestions: Zoning and Recent Property Sales.
  - Rhonda Lehman and the Council concluded that these datasets are not applicable to the state.

### **Open Data Action Plan / Strategic Plan**

- Subcommittee has met several times and several more meetings are scheduled with the next one held on 01/31/19 at 1:00pm (this was later changed to 02/18/19 at 10:30 am).
- Rhonda Lehman provided a copy of the Open Data Action Plan Draft which the subcommittee has been working on.
  - The Council walked through the Action Plan. After reviewing the draft, Council members proposed some changes be made. The subcommittee will review.
  - Bob Zimmerman brought up the discussion of considering documents as data. DNREC is working towards digitizing all documents and what does that legally mean: archives, what can be viewed?
  - Dean Stotler asked to be included in discussion for anything to do with any Procurement recommendations (revised RFP boilerplate language, requirements for future application procurements, etc.).
  - Dean Stotler asked if the Council would be asked to approve a final version of the Action Plan. The Governor's State of the State address is later this month and we may want to make adjustments to the plan. Rhonda Lehman answered that the Subcommittee plans to have a finalized version as a recommendation to be adopted at the next Council meeting in March.
  - Rhonda Lehman stated that the Action Plan Subcommittee recommends that the Strategic Plan should be updated. A question posed to the Council is whether the Action Plan Subcommittee should work on these revisions or should a new subcommittee be appointed. The Council unanimously agreed that the current subcommittee can make the modifications to the Strategic Plan.
  - Chuck Longfellow asked whether we have or should have any stipulations with the use of our data from the Open Data Portal. Should we prevent others from using our data, repackaging it and selling it? Part of the purpose of open data is to stimulate entrepreneurship and we make our data available in the public domain without restriction.

### **Open Discussion**

Bob Zimmerman asked if we are going to update the Open Data Portal to align with the Governor's priorities using Pennsylvania as an example: <https://data.pa.gov/>. Rhonda Lehman told the Council she was concerned with doing this because at least every eight years a new Governor is elected. Mike Mahaffie & Dean Stotler commented that a re-work every eight years seems fair. Bob brought up the possibility to re-tag datasets between administrations instead of a complete Portal re-work. If the Council agrees the Portal will align with the Governor's priorities. Jessica Borcky stated that part of the



push to do this is to align open data with the Governor's priorities and to show the importance of open data.

**Public Comment**

Erin Wilson asked when the Council will publish the dataset inventory list. Rhonda responded that before the list is published caveats are needed to explain that the datasets on the inventory list may be published but there is no guarantee.

**Next Steps**

The Council will continue to meet the second Monday of every other month. The next meeting is 03/11/19 at 1:00 pm.

Future meetings are 05/13/19, 07/08/19 and 09/09/19.

**Adjourn**

The meeting adjourned at 2:32 pm.